

COMMONWEALTH OF VIRGINIA
DEPARTMENT OF TRANSPORTATION
**CONTRACTOR/SUBCONTRACTOR
EQUAL EMPLOYMENT OPPORTUNITY
INFORMATION REQUEST**

Form C-64
Rev. 1-1-2012

This report is developed to reflect the Total Employment of each Contracting firm performing Highway Construction Work in Virginia. It is to be used as a tool in evaluating the Contractor's posture to ensure equal employment opportunity. The requested information is to be submitted to the Civil Rights Office prior to releasing the project for construction and is required of each subcontractor as part of the subletting request.

NAME OF COMPANY _____ CONTRACTOR _____
ADDRESS _____ SUBCONTRACTOR _____
FIRMS EEO OFFICER _____ Official Title _____
TOTAL COMPANY EMPLOYMENT AS OF _____ (updated report required each 6 months)
MONTH YEAR

EMPLOYMENT DATA

Report all permanent, temporary or part-time employees. Enter the appropriate figures on all lines and in all columns. Include apprentices and on-the-job trainees in appropriate job category totals.

JOB CATEGORIES	All Employees			Minority Group Employees											
	Total	Male	Female	Male						Female					
				Black American	American Indian/Alaskan Native	Asian	Native Hawaiian or Pacific Islander	Hispanic American	Two or More Races	Black American	American Indian/Alaskan Native	Asian	Native Hawaiian or Pacific Islander	Hispanic American	Two or More Races
Officials & Managers															
Professionals (Engr. Etc.)															
Supervisors															
Foremen															
Clerical															
Equipment Operators															
Mechanics															
Truck Drivers															
Ironworkers															
Carpenters															
Cement Masons															
Electricians															
Pipefitters, Plumbers															
Painters															
Laborers (Unskilled)															
Other															
Total															
(Include all company employees enrolled in formal on-the-job training programs)															
ON THE JOB TRAINEES	Operators														
	Craftsmen														

I certify that the employment data shown above represents the ethnic composition of the firm's employment.

Prepared by _____ Signature _____ Title _____ Date _____